

# AUTO CR - LOG SUMMARY #1073147

TYPE: CR

## Incident Finding / Overall Case Finding

Description of Incident	Finding	Entered By	Entered Date
(None Entered)			

## Reporting Party Information

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Sex	Race	Address	Phone
CPD Employee	Reporting Party Third Party	JOHNSON, DWAYNE			121 /	SERGEANT OF POLICE	M	BLK		
CPD Employee	Reporting Party Third Party	KRAFT, STACY E	1344		009 /	SERGEANT OF POLICE	F	WHI		

## Incident Information

Incident From Date/Time	Address of Incident	Beat	Dist. Of Occurrence	Location Code	Location Description
10-SEP-2014 12:00 - 30-DEC-2014 12:00		0913	009	280 - POLICE FACILITY/VEH PARKING LOT	

## Accused Members

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Status	Initial / Intake Allegation
CPD Employee	Accused	ORTIZ, JUAN	2505		009 /	SERGEANT OF POLICE	ON Duty	
CPD Employee	Accused	PARUS, MARK	14287		009 /	POLICE OFFICER	ON Duty	It is reported that the accused has not reconciled his debt to the City of Chicago after giving the accused officer ample of time to do so.

## Other Involved Parties

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Sex	Race	Address	Phone
CPD Employee	Witness	ORTIZ, JUAN R	2505		009 /	SERGEANT OF POLICE	M	S		

## Involved Party Associations

Role	Rep. Party Name	Related Person	Relationship
Reporting Party Third Party	JOHNSON, DWAYNE	PARUS, MARK	NO RELATIONSHIP
Reporting Party Third Party	KRAFT, STACY E	PARUS, MARK	NO RELATIONSHIP
Reporting Party Third Party	JOHNSON, DWAYNE	ORTIZ, JUAN R	NO RELATIONSHIP
Reporting Party Third Party	KRAFT, STACY E	ORTIZ, JUAN R	NO RELATIONSHIP

## Incident Details

CR Required?		Manner Incident Received?	PAX
Confidential?		Biased Language?	N
Extraordinary Occurrence?	N	Bias Based Profiling?	N
Police Shooting (U)?	N	Alcohol Related?	N
Non Disciplinary Intervention:	N	Pursuit Related?	N
Initial Assignment:	IAD	Violence in Workplace?	N
Notify IAD Immediately?	N	Domestic Violence?	N
EEO Complaint No.:			
Civil Suit No.:		Civil Suit Settled Date:	
Notify Chief Administrator?	N	Notify Chief?	
Notify Coordinator?		Notification Does Not Apply?	Y
Notification Other?	N		
Notification Comments:			

## Incident Category List

## Incident Category List

Incident Category	Primary?	Initial?
10J - GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY) NEGLECT OF DUTY	Y	N
10J - GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY) NEGLECT OF DUTY	Y	Y

## Investigator History

Investigator	Type	Assigned Team	Assigned Date	Scheduled End Date	Investigation End Date	No. of Days
STEHLIK, JOSEPH	M	GENERAL INVESTIGATION SECTION	16-JUL-2015	17-JUL-2015		
JOHNSON, DWAYNE	Primary	GENERAL INVESTIGATION SECTION	06-JAN-2015	06-MAY-2015	15-JUL-2015	190
HERMANN, JANINE	Primary	GENERAL INVESTIGATION SECTION	15-JUL-2015	14-AUG-2015	16-JUL-2015	1
STEHLIK, JOSEPH	Supervisor	GENERAL INVESTIGATION SECTION	06-JAN-2015	05-FEB-2015	15-JUL-2015	
O KELLY, PATRICK	Supervisor	GENERAL INVESTIGATION SECTION	15-JUL-2015	14-AUG-2015	16-JUL-2015	

## Extension History

Name	Previous Scheduled End Date	Extended Scheduled End Date	Date Certified Letter Sent	Reason Selected	Explanation	Extension Report Date	Approved By	Approved Date	Approval Comments
JOHNSON, DWAYNE	06-APR-2015	06-MAY-2015		OTHER (DESCRIBE)	Case submitted for approval on 14APR15	14-APR-2015	STEHLIK, JOSEPH	14-APR-2015	OK
JOHNSON, DWAYNE	07-MAR-2015	06-APR-2015		REPORTS, RECORDS, STATEMENTS, LAB TESTS UNAVAIL. (SPECIFY)	Unit Roster and Notice of Indebtedness requested from Human Resources on 7MAR15.	13-MAR-2015	STEHLIK, JOSEPH	09-APR-2015	OK
JOHNSON, DWAYNE	05-FEB-2015	07-MAR-2015		REPORTS, RECORDS, STATEMENTS, LAB TESTS UNAVAIL. (SPECIFY)	Indebtedness documents requested from HR	10-FEB-2015	STEHLIK, JOSEPH	11-FEB-2015	OK

## Current Allegations

Accused Name	Seq. No.	Allegation	Category	Subcategory	Finding
PARUS, MARK	1	It is alleged by Sergeant Dwayne Johnson that the accused Police Officer Mark PARUS #14287 received a written order-Notice of Indebtedness form, referencing E01-07, on 10 September 2014 and failed to come into compliance within 30 days of being notified of his indebtedness to the City of Chicago.	009 GROUP 09 - CONDUCT UNBECOMING VIOLATIONS (OFF DUTY)	INDEBTEDNESS TO CITY	
ORTIZ, JUAN	1	It is alleged by Sergeant Dwayne JOHNSON #1505- Unit 121, that sometime during the month of October 2014, the accused Sergeant Juan ORTIZ #2505, failed to scan proof of indebtedness compliance for Police Officer Mark PARUS #14287, as instructed by Department Order E01-07.	012 GROUP 12 - SUPERVISORY RESPONSIBILITIES	CONDUCT AN IMPROPER / INADEQUATE INVESTIGATION	

## Situations (Allegation Details)

Accused Name	Alleg. No.	Situation	Victim/Offender Armed?	Weapon Types	Weapon Other	Weapon Recovered?	Deceased?
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## Status History

Resulting Status	Status Date/Time	Created By	Position	UOA / UOD	Comments
CLOSED/FINAL	14-OCT-2016 02:24	O CONNOR, DANIEL	SERGEANT OF POLICE	121 /	
PENDING IMPLEMENT ACTION	28-SEP-2015 06:51	ANDERSON, RORY	POLICE AGENT	121 /	
PENDING REVIEW AFTER COMMAND CHANNEL (I.A.D.)	25-SEP-2015 03:05	MC NAUGHTON, DAVID	DEP CHIEF	211 /	

## Status History

Resulting Status	Status Date/Time	Created By	Position	UOA / UOD	Comments
PENDING COMMAND CHANNEL REVIEW	31-AUG-2015 11:05	GODSEL, DANIEL	COMMANDER	009 /	
PENDING COMMAND CHANNEL REVIEW	31-JUL-2015 10:17	O CONNOR, DANIEL	SERGEANT OF POLICE	121 /	
PENDING ADVOCATE REVIEW	30-JUL-2015 09:08	ANDERSON, RORY	POLICE AGENT	121 /	
PENDING REVIEW/INCIDENT (I.A.D./DISTRICT USE)	16-JUL-2015 10:31	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
PENDING LIEUTENANT REVIEW	16-JUL-2015 10:24	HERMANN, JANINE	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATIVE REVIEW	16-JUL-2015 10:24	HERMANN, JANINE	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATION	15-JUL-2015 08:00	TIERNEY, JOHN	SERGEANT OF POLICE	121 /	ORIGINAL INV. TRANSFERED
PENDING INVESTIGATION	06-JAN-2015 09:05	TIERNEY, JOHN	SERGEANT OF POLICE	121 /	
PENDING ASSIGN INVESTIGATOR	02-JAN-2015 07:02	DUNN, BRENDA	SERGEANT OF POLICE	121 /	
PENDING APPROVE TEAM	31-DEC-2014 05:57	BOYD, SHARON	POLICE OFFICER	121 /	
PENDING ASSIGN TEAM	30-DEC-2014 12:23	ROBERTS, GEORGE	SUPERVISING INVESTIGATOR	113 /	
PENDING SUPERVISOR REVIEW	30-DEC-2014 11:26	TOUSANT, LISA	INTAKE AIDE	113 /	
PRELIMINARY	30-DEC-2014 10:29	TOUSANT, LISA	INTAKE AIDE	113 /	

## Attachments

No.	Type	Related Person	No. of Pages	Narrative	Original in File	Entered By	Entered Date/Time	Status	Approve Content	Approve Inclusion
1	FACE SHEET					TOUSANT, LISA	30-DEC-2014 10:29			
1	INVESTIGATION					JOHNSON, DWAYNE	22-JAN-2015 02:39			
2	CONFLICT CERTIFICATION					JOHNSON, DWAYNE	10-FEB-2015 05:26			
3	DOCUMENTS - INVESTIGATION		1	Sworn Affidavit - Not Required	Y	JOHNSON, DWAYNE	07-APR-2015 12:33	APPROVED		
4	DOCUMENTS - INVESTIGATION		1	Initiation report from Sgt KRAFT #1344	Y	JOHNSON, DWAYNE	07-APR-2015 01:10	APPROVED		
5	DOCUMENTS - INVESTIGATION		1	Notice of Indebtedness for Parking Tickets	Y	JOHNSON, DWAYNE	07-APR-2015 12:48	APPROVED		
6	ACCUSED NOTIFICATION OF ALLEGATIONS	ACCUSED - PARUS, MARK				JOHNSON, DWAYNE	27-MAR-2015 02:14	ACCUSED ACKNOWLEDGED ALLEGATIONS		
7	DOCUMENTS - INVESTIGATION		1	Court notification for PARUS to appear on 27MAR15	Y	JOHNSON, DWAYNE	07-APR-2015 01:19	APPROVED		
8	DOCUMENTS - INVESTIGATION		1	TF for PARUS appointment on 27MAR15	Y	JOHNSON, DWAYNE	07-APR-2015 01:03	APPROVED		
9	DOCUMENTS - INVESTIGATION		5	Statement taken 27MAR15 at BIA	Y	JOHNSON, DWAYNE	07-APR-2015 12:55	APPROVED		
10	DOCUMENTS - INVESTIGATION		1	TF for Statement taken from Police Officer Mark PARUS on 27 March 2015	Y	JOHNSON, DWAYNE	07-APR-2015 12:59	APPROVED		
11	DOCUMENTS - INVESTIGATION		1	TF for verification of paid parking tickets	Y	JOHNSON, DWAYNE	07-APR-2015 01:06	APPROVED		
12	WITNESS NOTIFICATION					JOHNSON, DWAYNE	17-APR-2015 09:50	PENDING WITNESS REPORT		
13	DOCUMENTS - INVESTIGATION		1	TF for Witness Report requested to Sergeant Juan ORTIZ	Y	JOHNSON, DWAYNE	19-MAY-2015 12:03	APPROVED		
14	DOCUMENTS - INVESTIGATION		1	Witness Report from Sgt ORTIZ	Y	JOHNSON, DWAYNE	04-JUN-2015 10:30	APPROVED		
15	CONFLICT CERTIFICATION					HERMANN, JANINE	15-JUL-2015 10:32			
16	DOCUMENTS - INVESTIGATION		1	signature roster	N	HERMANN, JANINE	15-JUL-2015 02:13	APPROVED		
17	DOCUMENTS - INVESTIGATION		1	paid tickets	N	HERMANN, JANINE	15-JUL-2015 02:14	APPROVED		
18	DOCUMENTS - INVESTIGATION		8		N	HERMANN, JANINE	15-JUL-2015 02:14	APPROVED		
	DOCUMENTS - INVESTIGATION		1	Entered in error	Y	JOHNSON, DWAYNE	07-APR-2015 12:51	DELETED		
	DOCUMENTS - INVESTIGATION		4	closing packet	N	HERMANN, JANINE	16-JUL-2015 10:00	APPROVED		
	DOCUMENTS - INVESTIGATION		1	Entered in error	Y	JOHNSON, DWAYNE	07-APR-2015 12:31	DELETED		
	DOCUMENTS - INVESTIGATION		1	error	Y	JOHNSON, DWAYNE	10-JUL-2015 11:41	DELETED		

## Review Incident

Review Type	Accused/Involved Member Name	Result Type	Reviewed By	Position	Unit	Review Date	Remarks
ASSISTANT ADVOCATE REVIEW	PARUS, MARK	SUBMITTED	ANDERSON, RORY	POLICE AGENT	121	28-SEP-2015 06:51	Close Final. Close To Records.
ASSISTANT ADVOCATE REVIEW		SUBMITTED	ANDERSON, RORY	POLICE AGENT	121	30-JUL-2015 09:08	Command Channel Review To Units 009 and 211.
LIEUTENANT REVIEW		SUBMITTED	STEHLIK, JOSEPH	SERGEANT OF POLICE	121	16-JUL-2015 10:31	
SERGEANT REVIEW		SUBMITTED	HERMANN, JANINE	SERGEANT OF POLICE	121	16-JUL-2015 10:24	

## Review Accused

Review Type	Accused/Involved Member Name	Result Type	Reviewed By	Position	Unit	Review Date	Remarks
ADVOCATE OFFICE CLOSING STEPS	PARUS, MARK	SUBMITTED	ANDERSON, RORY	POLICE AGENT	121	28-SEP-2015 07:06	Close Final. Close To Records.
COMMAND CHANNEL REVIEW	PARUS, MARK	SUBMITTED	MC NAUGHTON, DAVID	DEP CHIEF	115	25-SEP-2015 03:05	
COMMAND CHANNEL REVIEW	PARUS, MARK	SUBMITTED	GODSEL, DANIEL	COMMANDER	134	31-AUG-2015 11:05	
ADVOCATE REVIEW	PARUS, MARK	SUBMITTED	O CONNOR, DANIEL	LIEUTENANT OF POLICE	009	31-JUL-2015 10:17	

## Accused Finding History

Accused	Allegation	Reviewed By	Reviewed Date/Time	CCR?	Concur?	Finding	Finding Comments
PARUS, MARK	1. It is alleged by Sergeant Dwayne Johnson that the accused Po...	MC NAUGHTON, DAVID	25-SEP-2015 03:05	Y	Y	UNFOUNDED	
PARUS, MARK	1. It is alleged by Sergeant Dwayne Johnson that the accused Po...	GODSEL, DANIEL	31-AUG-2015 11:05	Y	Y	UNFOUNDED	
PARUS, MARK	1. It is alleged by Sergeant Dwayne Johnson that the accused Po...	JOHNSON, DWAYNE	15-JUL-2015 08:00			UNFOUNDED	

## Accused Penalty History

Accused	Reviewed By	Reviewed Date/Time	CCR?	Concur?	Penalty	Penalty Comments
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## Findings

Accused Name	Allegations	Category	Concur?	Findings	Comments
PARUS, MARK	It is alleged by Sergeant Dwayne Johnson that the accused Police Officer Mark PARUS #14287 received a written order-Notice of Indebtedness form, referencing E01-07, on 10 September 2014 and failed to come into compliance within 30 days of being notified of his indebtedness to the City of Chicago.	009 GROUP 09 - CONDUCT UNBECOMING VIOLATIONS (OFF DUTY)			
ORTIZ, JUAN	It is alleged by Sergeant Dwayne JOHNSON #1505- Unit 121, that sometime during the month of October 2014, the accused Sergeant Juan ORTIZ #2505, failed to scan proof of indebtedness compliance for Police Officer Mark PARUS #14287, as instructed by Department Order E01-07.	012 GROUP 12 - SUPERVISORY RESPONSIBILITIES			

# FACE SHEET (Notification Date: 30-DEC-2014) - LOG #1073147

TYPE: CR

## Reporting Party Information

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Sex	Race	Address	Phone
CPD Employee	Reporting Party Third Party	KRAFT, STACY E	1344		009 /	SERGEANT OF POLICE	F	WHI		

## Incident Information

Incident From Date/Time	Address of Incident	Beat	Dist. Of Occurrence	Location Code	Location Description
10-SEP-2014 12:00 - 30-DEC-2014 12:00		0913	009	280 - POLICE FACILITY/VEH PARKING LOT	

## Accused Members

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Status	Initial / Intake Allegation
CPD Employee	Accused	PARUS, MARK	14287		009 /	POLICE OFFICER	OFF Duty	It is reported that the accused has not reconciled his debt to the City of Chicago after giving the accused officer ample of time to do so.

## Incident Details

CR Required?		Manner Incident Received?	PAX
Confidential?		Biased Language?	N
Extraordinary Occurrence?	N	Bias Based Profiling?	N
Police Shooting (U)?	N		
Motor Vehicle (V)?		Alcohol Related?	N
Non Disciplinary Intervention:	N	Pursuit Related?	N
Initial Assignment:	IAD	Violence in Workplace?	N
Notify IAD Immediately?	N	Domestic Violence?	N
EEO Complaint No.:			
Civil Suit No.:		Notify Chief?	
Notify Chief Administrator?	N	Notification Does Not Apply?	Y
Notify Coordinator?			
Notification Other?	N		

## Initial Incident Category List

Initial Incident Category	Primary?
10J - GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY) NEGLECT OF DUTY	Y
10J - GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY) NEGLECT OF DUTY	Y

## Assignment History

Assigned To	Assigned Team	Investigator	Assignment Date/Time	Assigned By	Reason
IAD	GENERAL INVESTIGATION SECTION	STEHLIK, JOSEPH (other)	16-JUL-2015 10:12	STEHLIK, JOSEPH	
IAD	GENERAL INVESTIGATION SECTION	O KELLY, PATRICK (SUPERVISOR)	15-JUL-2015 08:01	TIERNEY, JOHN	
IAD	GENERAL INVESTIGATION SECTION	HERMANN, JANINE (PRIMARY INV)	15-JUL-2015 08:00	TIERNEY, JOHN	
IAD	GENERAL INVESTIGATION SECTION	STEHLIK, JOSEPH (SUPERVISOR)	06-JAN-2015 09:05	TIERNEY, JOHN	
IAD	GENERAL INVESTIGATION SECTION	JOHNSON, DWAYNE (PRIMARY INV)	06-JAN-2015 09:05	TIERNEY, JOHN	
IAD	GENERAL INVESTIGATION SECTION	-	31-DEC-2014 05:57	BOYD, SHARON	
IAD	INTERNAL AFFAIRS DIVISION	-	30-DEC-2014 10:29	TOUSANT, LISA	

## Status History

Resulting Status	Status Date/Time	Created By	Position	UOA / UOD	Comments
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## Status History

Resulting Status	Status Date/Time	Created By	Position	UOA / UOD	Comments
CLOSED/FINAL	14-OCT-2016 02:24	O CONNOR, DANIEL	SERGEANT OF POLICE	121 /	
PENDING IMPLEMENT ACTION	28-SEP-2015 06:51	ANDERSON, RORY	POLICE AGENT	121 /	
PENDING REVIEW AFTER COMMAND CHANNEL (I.A.D.)	25-SEP-2015 03:05	MC NAUGHTON, DAVID	DEP CHIEF	211 /	
PENDING COMMAND CHANNEL REVIEW	31-AUG-2015 11:05	GODSEL, DANIEL	COMMANDER	009 /	
PENDING COMMAND CHANNEL REVIEW	31-JUL-2015 10:17	O CONNOR, DANIEL	SERGEANT OF POLICE	121 /	
PENDING ADVOCATE REVIEW	30-JUL-2015 09:08	ANDERSON, RORY	POLICE AGENT	121 /	
PENDING REVIEW INCIDENT (I.A.D./DISTRICT USE)	16-JUL-2015 10:31	STEHLIK, JOSEPH	SERGEANT OF POLICE	121 /	
PENDING LIEUTENANT REVIEW	16-JUL-2015 10:24	HERMANN, JANINE	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATIVE REVIEW	16-JUL-2015 10:24	HERMANN, JANINE	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATION	15-JUL-2015 08:00	TIERNEY, JOHN	SERGEANT OF POLICE	121 /	ORIGINAL INV. TRANSFERED
PENDING INVESTIGATION	06-JAN-2015 09:05	TIERNEY, JOHN	SERGEANT OF POLICE	121 /	
PENDING ASSIGN INVESTIGATOR	02-JAN-2015 07:02	DUNN, BRENDA	SERGEANT OF POLICE	121 /	
PENDING APPROVE TEAM	31-DEC-2014 05:57	BOYD, SHARON	POLICE OFFICER	121 /	
PENDING ASSIGN TEAM	30-DEC-2014 12:23	ROBERTS, GEORGE	SUPERVISING INVESTIGATOR	113 /	
PENDING SUPERVISOR REVIEW	30-DEC-2014 11:26	TOUSANT, LISA	INTAKE AIDE	113 /	
PRELIMINARY	30-DEC-2014 10:29	TOUSANT, LISA	INTAKE AIDE	113 /	

**SWORN AFFIDAVIT FOR COMPLAINT LOG INVESTIGATION**  
CHICAGO POLICE DEPARTMENT

STATE OF ILLINOIS     )  
                                      )  
COUNTY OF COOK     )     CC

Location of Incident [REDACTED]	Date 10SEP -30DEC2014	Time 0001- 2359hrs
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Summary of Statement(s):

[REDACTED]

I, \_\_\_\_\_ hereby state as follows:

1. I have read the above summary and/or attached statement(s) in its entirety, reviewed it for accuracy and been given an opportunity to make corrections and additions to the statement(s).
2. Under penalties as provided by law pursuant to 735 ILCS 5/1-109, I certify that the information set forth in the statement(s) above and/or attached summary are true and correct, except as to any matters therein stated to be on information and belief as to such matters, I certify as aforesaid that I verily believe the same to be true.

\_\_\_\_\_  
Print Affiant's Name

\_\_\_\_\_  
Print Witness' Name

\_\_\_\_\_  
Affiant's Signature

\_\_\_\_\_  
Witness' Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

009<sup>th</sup> District

30 Dec 14

To: Commander, 009<sup>th</sup> District  
From: Sgt. S. Kraft #1344  
Subject: Initiation Report Log #1073147

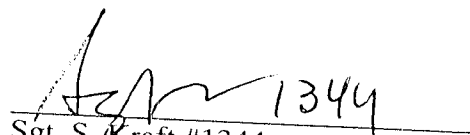
Accused: P.O. Mark Parus #14287

Date: 10 Sep 14 – 30 Dec 14

Allegation: Failure to Comply with Employee Resource Order E01-07  
As Related to Employee Indebtedness

Notifications: IPRA Investigator Tousant #56896 on 30 Dec 14 at 1025 hrs.  
Faxed to IPRA 1035 hrs.

Officer Parus was notified of his indebtedness to the City on 10 Sep 14 by Sgt. Ortiz #2505, and signed the Notice of Indebtedness Form on the same day. As of today's date, P.O. Parus has not come into compliance with Employee Resource Order E01-07, in that he has failed to reconcile the debt and/or failed to notify a supervisor of payment of the debt by submitting receipts, a payment agreement, or other documentation.

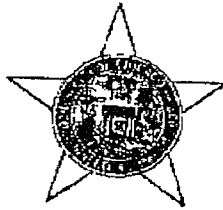
  
Sgt. S. Kraft #1344

02 16 JAN 2015 13  
CHICAGO POLICE



DEPARTMENT OF POLICE  
3510 South Michigan Avenue  
Chicago, Illinois 60653

Rahm Emanuel, Mayor  
Garry F. McCarthy, Superintendent of Police



TO: MARK PARUS  
EMPLOYEE NUMBER: [REDACTED]  
WORK UNIT: 009  
AMOUNT OWED: 440.00

**SUBJECT:** Notice of indebtedness Employee Resource Order E01-07, Revised 13 September 2013  
You are hereby notified that your name appears on a list of City employees who are identified as owing the City overdue debt as indicated below. Failure to pay just debts owed to the City constitutes a violation of Chicago Municipal Code, Chapter 1-19, Debt Due And Owing To The City, and may subject you to disciplinary action. Documentation demonstrating compliance as specified in Employee Resource Order E01-07 must be presented to the supervisor initiating the associated summary punishment, if available, or an alternate supervisor designated by the unit commanding officer, within the time frame prescribed in E01-07, Section III-E.

				Paid	Amount Due
PARK 1	[REDACTED]	19-May-2014	VOLK	[REDACTED]	
PARK 2	[REDACTED]	19-May-2014	VOLK	0.00	120.00
PARK 3	[REDACTED]	29-Apr-2014	FORD	0.00	200.00
			EXPIRED PLATES OR TEMPORARY I NO STANDING/PARKING TIME REST REAR AND FRONT PLATE REQUIRE	[REDACTED]	120.00

INQUIRIES (312)744-8447

WWW.CITYOFCHICAGO.ORG/FINANCE

FOR THOSE WHO QUALIFY, A VOLUNTARY PAYROLL DEDUCTION PLAN IS AVAILABLE THROUGH THE CPD FINANCE DIVISION FOR DEBT AMOUNTS GREATER THAN \$250.00. SEE E01-07, SECTION III-F.1. MEMBERS ARE DIRECTED TO ACKNOWLEDGE RECEIPT OF THIS NOTICE BY SIGNING BELOW

EMPLOYEE SIGNATURE [Signature] DATE 10 Sep 14

SUPERVISOR SIGNATURE / EMP. NUM [Signature] 2505 DATE 10 SEP 14

CPD - 61.227 (REVISED 09/13)

08-Sep-2014

Home > Court Notifications > Create/Edit Court Notifications

Cancel

Save

## Add/Edit Court Information

\* Court Date/Time 27-MAR-2015 14:00

Courts COURT/BRANCH UNKNOWN

\* Court Branch Branch: BIA, Room No: 5FL No Of Day(s) 1

Note: If CB No has been issued for this case, it must be entered.

CB No

RD No

Ticket No

Check Existing Case

\* Defendant Last Name CL #1073147, SGT JOHNSON #150 \* First Name PAX 0620, BELL 5-6310

Inventory ID

Administration Comments

0 of 1000

Remarks / Charges

ACKNOWLEDGE NOTIFICATION VIA CLEAR; PERSONNEL SUITE;  
ADMINISTRATIVE INVESTIGATIONS. YOUR APPEARANCE IS REQUIRED AT  
THE BUREAU OF INTERNAL AFFAIRS. PLEASE SEE SGT JOHNSON.

172 of 1000

## Member(s) Required to Appear

Add Member

\* Member PC No \* Star No Get Name

\* Requested By - Select -

Note: If requested by is ASA, then ASA name, room no, and phone no must be specified.

ASA Name Room No Phone No

Remove Member	Star No	Name	Assigned	Detailed	Watch	Full Furlough	Split Furlough 1	Split Furlough 2	D.O.G	Court Requested Key	Requested By	Name	Room No	Phone No
X	14287	PARUS, MARK	009		2		08B	11B	PER POLICE CALENDAR	C	Other			

1 - 1

TO: Commanding Officer  
Investigations Division  
General Investigations Section

FROM: Sergeant Dwayne JOHNSON, 1505  
Investigations Division  
General Investigations Section

SUBJECT: Progression of Investigation- Appointment for Police Officer Mark  
PARUS on 27 March 2015

On 20 March 2015, the undersigned scheduled the accused Police Officer Mark PARUS #14287 to give a formal statement at the Bureau of Internal Affairs on 27 March 2015 at 1400hrs.

Sgt. Dwayne JOHNSON, 1505  
Investigations Section  
General Investigations Section

INVESTIGATIONS DIVISION  
General Investigations Section

26 March 2015  
Log No.: 1073147

1 This is the statement of Accused Police Officer Mark PARUS #14237, Employee [REDACTED]  
2 assigned to the 009<sup>th</sup> District relative to an allegation made by Sgt Dwayne JOHNSON  
3 #1505.

4  
5 Statement is being taken at the Bureau of Internal Affairs, Investigations Division, 3510  
6 S. Michigan Avenue, Chicago, Illinois.

7  
8 Questioned &  
9 Typed by: **Sgt Dwayne Johnson, 1505**

10  
11 Date, Time: 26 March 2015, 1412hrs

12  
13  
14 SGT. JOHNSON: What are your full name, rank, employee number and unit of  
15 assignment?

16  
17 PARUS: Mark J. PARUS, Police Officer, Employee [REDACTED] assigned to 009<sup>th</sup>  
18 District

19  
20 SGT. JOHNSON: What is your date of birth?

21  
22 PARUS: [REDACTED]

23  
24 SGT. JOHNSON: What is your date of appointment to the Department?

25  
26 PARUS: 27 February 1991

27  
28 SGT. JOHNSON: How long have you been assigned to your present unit?

29  
30 PARUS: 14 years

31  
32 SGT. JOHNSON: Have you been advised in writing of the allegations made against  
33 you, the name of the complainant(s), the date and time of the  
34 incident(s), and your administrative rights thereto?

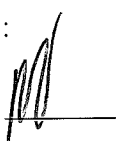
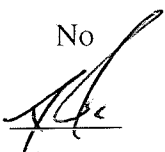
35  
36 PARUS: Yes

37  
38 SGT. JOHNSON: Did you read and understand these allegations and your rights?

39  
40 PARUS: Yes

41  
42 SGT. JOHNSON: Are you accompanied by counsel/representative of your choosing,  
43 and if so, identify him for the record?


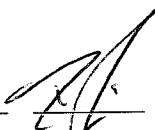
44  
45 PARUS: No

46  
Initials:  

INVESTIGATIONS DIVISION  
General Investigations Section

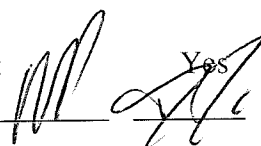
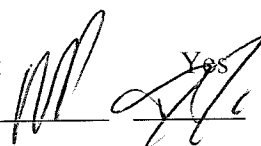
26 March 2015  
Log No.: 1073147

47  
48 SGT. JOHNSON: Are you now prepared to give this statement without the aid of  
49 counsel/representative?  
50  
51 PARUS: Yes  
52  
53 SGT. JOHNSON: Do you understand that this is an official Police Department report  
54 and that any deviation from the truth could result in allegations or  
55 charges being placed against you?  
56  
57 PARUS: Yes  
58  
59 SGT. JOHNSON: "Rule 14" of the Chicago Police Department's Rules and  
60 Regulations prohibits making false reports, whether written or oral.  
61 You may be separated from the Chicago Police Department if you  
62 make a false report. Do you understand?  
63  
64 PARUS: Yes  
65  
66 SGT. JOHNSON: Are you ready to give your statement at this time?  
67  
68 PARUS: Yes, however this statement is not being given voluntarily, but  
69 under duress. I am only giving this statement because I know that  
70 I could lose my job if I refuse the direct order being given to me.  
71 This statement should not be considered a verbatim statement, but  
72 only a summary of requested information.  
73  
74 SGT. JOHNSON: Are you aware that it is the policy of the Chicago Police  
75 Department that all members demonstrate the highest standards of  
76 conduct in public employment and that the overdue debts to the  
77 City of Chicago is inconsistent with Department Rules and  
78 Regulations and Policy specifically E01-07 titled Indebtedness to  
79 the City of Chicago?  
80  
81 PARUS: Yes  
82  
83 SGT. JOHNSON: According to Department Policy order E01-07, are you aware that  
84 all persons are required by law to pay their indebtedness to the City  
85 and that any inconsistent treatment of Department members  
86 adversely affects public perception of fair and impartial law  
87 enforcement.  
88  
89 PARUS: Yes  
90  
91  
92

Initials:  

INVESTIGATIONS DIVISION  
General Investigations Section

26 March 2015  
Log No.: 1073147

93 SGT. JOHNSON: Are you also aware that the City of Chicago Personnel Rules, Rule  
94 18, Item 52, prohibits any present City employee from having  
95 overdue debt with the City?  
96  
97 PARUS: Yes  
98  
99 SGT. JOHNSON: Did you receive a notice from the Department of Revenue that you  
100 had an outstanding debt to the City of Chicago?  
101  
102 PARUS: Yes  
103  
104 SGT. JOHNSON: When did you receive the notice from the Department of Revenue?  
105  
106 PARUS: No idea  
107  
108 SGT. JOHNSON: Did you receive notice from the Chicago Police Department  
109 indebtedness program that you had an outstanding debt to the City  
110 of Chicago?  
111  
112 PARUS: Yes  
113  
114 SGT. JOHNSON: Did you acknowledge the debt to the City of Chicago by affixing  
115 your signature on a Notice of Indebtedness form presented to you  
116 by Sgt ORTIZ #2505, on 10 September 2014?  
117  
118 PARUS: Yes  
119  
120 SGT. JOHNSON: Where you given one of the Notice of Indebtedness form that you  
121 signed to keep for your records?  
122  
123 PARUS: Yes  
124  
125 SGT. JOHNSON: Did you sign the Unit Signature Roster on 10 September 2014?  
126  
127 PARUS: I can't remember. I would have to see it  
128  
129 SGT. JOHNSON: Did you receive and acknowledge a SPAR (ref [REDACTED] relative to  
130 your indebtedness to the City of Chicago when you received your  
131 Notice of Indebtedness forms?  
132  
133 PARUS: Yes  
134  
135 SGT. JOHNSON: Where you given a Direct Order by Sgt. ORTIZ #2505 that you  
136 must come into compliance within 30 days?  
137  
138 PARUS:  Yes  
Initials: 



INVESTIGATIONS DIVISION  
General Investigations Section

26 March 2015  
Log No.: 1073147

139  
140 SGT. JOHNSON: Did you also receive a To-From Subject Report regarding  
141 Employee Indebtedness Notification authored by Chief Eugene  
142 WILLIAMS of the Bureau of Administration?  
143  
144 PARUS: I assume that I did  
145  
146 SGT. JOHNSON: According to Department Directive E01-07 Section III-E states in  
147 part, "non-exempt, non-probationary members have 30 days from  
148 the date of notification to come into compliance." Did you resolve  
149 the overdue debt as required?  
150  
151 PARUS: Yes.  
152  
153 SGT. JOHNSON: When did you resolve the overdue debts?  
154  
155 PARUS: Prior to the 30 days  
156  
157 SGT. JOHNSON: How did you resolve the overdue debt?  
158  
159 PARUS: I paid the parking tickets and late fine  
160  
161 SGT. JOHNSON: According to Department Direct E0-07, resolution of the overdue  
162 debt must be done by documenting payments or challenges,  
163 payment in full, establishing payroll deductions, establishing a  
164 payment plan to the City Department, establishing a payment plan  
165 with City Law Firm or by providing a petition filed in Bankruptcy  
166 Court. Have you any documents proving that you have taken any  
167 of the above actions and if so which documents do you have to  
168 present to me now?  
169  
170 PARUS: Submitted to Sgt Ortiz when he completed the SPAR. I thought it  
171 was then submitted through the proper channels  
172  
173 SGT. JOHNSON: Did you obtain a receipt from the appropriate debt collection  
174 department after resolving the debt as delineated in Department  
175 Order E01-07, Section IV, A-5?  
176  
177 PARUS: I tried to print my receipt but I couldn't print it. The actual receipt  
178 would not print. I gave Sgt Ortiz a printout from the City of  
179 Chicago Parking Ticket payment screen that shows all tickets were  
180 paid. It was printed with the date, which was prior to the 30 days.  
181  
182 SGT. JOHNSON: After reading this statement consisting of five pages and finding it  
183 contains the responses you have given, will you sign it?  
184

Initials:  

Page 4 of 5

Log No.: 1073147  
Attachment No.: \_\_\_\_\_

CPD 0271289

INVESTIGATIONS DIVISION  
General Investigations Section

26 March 2015  
Log No.: 1073147

185 PARUS: Yes

186

187 SGT. JOHNSON: Statement concluded at 1430hrs.

188

189

190

191

192 Police Officer Mark PARUS #14287, Employee 

193

194

195 Witnessed by:


196

197

198 Sergeant Dwayne Johnson #1505

199 Investigations Division

200 General Investigations Section

Initials:  \_\_\_\_\_

TO: Commanding Officer  
Investigations Division  
General Investigations Section

FROM: Sergeant Dwayne JOHNSON, 1505  
Investigations Division  
General Investigations Section

SUBJECT: Progression of Investigation- Statement taken from Police Officer  
Mark PARUS on 27 March 2015

On 27 March 2015 at 1400hrs, the accused Police Officer Mark PARUS #14287 reported to the Bureau of Internal Affairs to give a formal statement. The accused did not obtain legal representation and was presented with his Administrative Proceeding Rights, Rights to Secure Counsel, and Rights to Secure/Waiver Counsel forms. After reading forms, waiving his rights to secure counsel, and signing said forms, the accused gave a formal statement regarding the allegations of this complaint. At the conclusion, he was provided with copy of all documents including a copy of the statement that he had just given.

Afterwards, the undersigned discovered that the date of the statement was mistakenly entered as "26 March 2015" when in fact the statement was taken on 27 March 2015. The original statement, which had been incorrectly dated "26 March 2015", will remain in this file as signed by the accused on 27 March 2015.

Sgt. Dwayne JOHNSON, 1505  
Investigations Section  
General Investigations Section

TO: Commanding Officer  
Investigations Division  
General Investigations Section

FROM: Sergeant Dwayne JOHNSON, 1505  
Investigations Division  
General Investigations Section

SUBJECT: Progression of Investigation- Verification of paid parking tickets

On 27 March 2015 at 1400hrs, the accused Police Officer Mark PARUS #14287 gave a statement to the undersigned in which he indicated that his indebtedness to the City of Chicago had been paid prior to the 30 days, as ordered on 10 September 2014

On 7 April 2015 at 1145hrs, the undersigned contacted the City of Chicago Parking Ticket Helpline and spoke with Operator #5040, who also identified himself as "Elliot." The undersigned requested the status and payment date for tickets [REDACTED]

[REDACTED] The helpline representative stated that tickets [REDACTED] had been paid on 5 October 2014, and ticket [REDACTED] was paid on 26 September 2014.

Sgt. Dwayne JOHNSON, 1505  
Investigations Section  
General Investigations Section

TO: Commanding Officer  
Investigations Division  
General Investigations Section

FROM: Sergeant Dwayne JOHNSON, 1505  
Investigations Division  
General Investigations Section

SUBJECT: Progression of Investigation- Witness report requested from  
Sergeant Juan ORTIZ #2505

On 17 April 2015, the undersigned created a notification in CLEAR and the Court Notification System for Sergeant Juan ORTIZ #2505, informing him that a witness report was required for this investigation. Sergeant ORTIZ is the reported supervisor who notified the accused Police Officer Mark PARUS #14287 of his indebtedness to the City of Chicago and the accused stated that he provided proof of compliance to Sergeant ORTIZ.

On 19 May 2015, the undersigned spoke with Sergeant ORTIZ and learned that he was placed on the extended medical roll on 3 April 2015 and then placed on furlough 12 May 2015. Sergeant ORTIZ stated that he is scheduled to return to duty on 31 May 2015, but he will acknowledge the notification in CLEAR and submit a report to the undersigned as soon as possible.

Sgt. Dwayne JOHNSON, 1505  
Investigations Section  
General Investigations Section

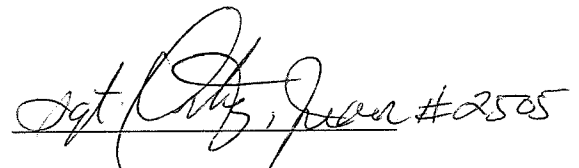
To: Commander Panepinto  
009<sup>th</sup> District

From: Sgt. Ortiz, Juan R. #2505  
2<sup>nd</sup> Watch, 009<sup>th</sup> District

Subject: witness report for CR # 1073147

On September 10<sup>th</sup>, 2014, R/Sgt. Presented Officer Mark Parus #14287 with a notice of Indebtedness to the City of Chicago for a parking violation and informed Officer Parus that he had 30 days from then to comply and settle the debt. Sometime in the beginning of October, 2014 and within the 30 days Officer Parus presented R/sgt. With an internet copy of the license plate of the vehicle with the citation and showing a \$0 balance. R/sgt requested Officer Parus to provide his receipt of payment but Officer Parus stated he was unable to due to some computer problems.

R/sgt. Failed to scan the computer print out showing the \$0 balance in a timely manner and was informed thereafter that a Log number was obtained.

  
Sgt. Ortiz, Juan R. #2505






6 MARK PARUS

9161

Unit Contact \_\_\_\_\_ Contact Number: PAX \_\_\_\_\_ Bell \_\_\_\_\_ Email: \_\_\_\_\_

NO. 15160 SUPERVISOR DIVISION

SEP 2011 08 37

Check To Pay	Ticket Number	Violation Description	License Plate	State	Issue Date	Ticket Amount	Click Below For Ticket Status
		Expired plates or temporary registration		IL	5/19/2014	\$0.00	<a href="#">Paid</a>
		No standing/parking time restricted		IL	5/19/2014	\$0.00	<a href="#">Paid</a>
		Rear and front plate required		IL	4/29/2014	\$0.00	<a href="#">Paid</a>

**INDEBTEDNESS TO THE CITY OF CHICAGO**

<b>ISSUE DATE:</b>	13 September 2013	<b>EFFECTIVE DATE:</b>	13 September 2013
<b>RESCINDS:</b>	15 May 2013 Version		
<b>INDEX CATEGORY:</b>	Employee Rights and Responsibilities		

**I. PURPOSE**

This directive:

- A. states Department policy concerning indebtedness to the City of Chicago.
- B. provides procedures for the notification and disposition of such indebtedness consistent with the City of Chicago Employee Indebtedness Program.
- C. continues:
  - 1. Notice of Indebtedness (CPD-61.227).
  - 2. City of Chicago Employee Indebtedness Program Voluntary Wage Deduction Agreement form.

**II. POLICY**

It is the policy of the Chicago Police Department that all members demonstrate the highest standards of conduct in public employment. The existence of overdue debts to the City of Chicago is inconsistent with Department Rules & Regulations and policy. Since all persons are required by law to pay their indebtedness to the City, any inconsistent treatment of Department members adversely affects public perception of fair and impartial law enforcement. The Chicago Police Department will fully participate in the City of Chicago Employee Indebtedness Program.

**III. GENERAL INFORMATION**

- A. The City of Chicago Personnel Rules, Rule 18, Item 52, prohibits any present City employee from having overdue debt with the City.
- B. All members of the Department will be included in this program.
- C. The City of Chicago, Department of Finance, will generate a timely data file, by department, of employees who have overdue debt.
- D. The Chicago Police Department will print Notices of Indebtedness from the City of Chicago, Department of Finance, data file addressed to each Department member having overdue debt. Each Notice of Indebtedness will include the amount and type of overdue debt. In addition, the Department will print a listing of indebted members and a Unit Signature Roster by control date (date established by the Human Resources Division).
- E. After notification by the Department and the completion of summary punishment:
  - 1. non-exempt, non-probationary members have 30 days from the date of notification to come into compliance.
  - 2. exempt members, probationary members (who have not completed 18 months of service), and members not represented by a collective bargaining agreement have 7 days from the date of notification to come into compliance.

**NOTE:** The initiation of summary punishment is pursuant to having outstanding debt to the City and not immediately making arrangements to address the debt. The SPAR will be processed to completion based on the initial notification of the outstanding debt and **will not** be delayed, postponed, or held in abeyance for the above time frames, while the member comes into compliance.

F. Within the time periods outlined in Item III-E, the member must resolve the overdue debt in one of the following ways, as permitted by the debt collection department's internal procedures:

1. **Document Payments or Challenges:** provide documentation to the appropriate City department(s) that the outstanding debt has already been paid or that an administrative or court hearing is pending for municipal citation(s).
  - a. Members who wish to contest the validity of a particular debt must do so at the appropriate debt collection department.
  - b. Members who wish to request a hearing for municipal citations may do so at any of the City of Chicago, Department of Finance's service centers. Service center information can be found at the City of Chicago, Department of Finance, website located at [www.cityofchicago.org/finance](http://www.cityofchicago.org/finance).
  - c. Members who believe that they have paid a citation, or that it has been dismissed by a court or the administrative hearing, may contact the City of Chicago, Department of Finance, Indebtedness Unit.
2. **Pay In Full:** pay the outstanding debt in full at the respective debt collection department(s).
3. **Payroll Deduction:** establish a voluntary, irrevocable contract with the City of Chicago, through the City of Chicago, Department of Finance, for regular, automatic payroll deductions (not to exceed a six month period), until the debt is completely paid. To participate in the program a member must have indebtedness greater than \$250.00.
  - a. To apply for voluntary payroll deduction a member will:
    - (1) contact the Chicago Police Department, Finance Division, Payroll Section.
    - (2) identify the amount of indebtedness to be paid, the City department that will receive the payroll deduction, and the length of time the deduction will be in effect (not to exceed a six month period).
    - (3) provide a copy of their Notice of Indebtedness and the City of Chicago, Department of Finance, printouts of the applicable municipal citations and/or bills, indicating the amount past due.
    - (4) contact the Chicago Police Department, Finance Division, Payroll Section, immediately, if the member decides to pay in full the debt that he or she is currently paying through a voluntary payroll deduction agreement.
    - (5) if an overpayment results under a voluntary payroll deduction agreement, contact both the:
      - (a) Chicago Police Department, Finance Division, Payroll Section, and
      - (b) City of Chicago, Department of Finance, Indebtedness Unit for refund information.
  - b. The Chicago Police Department, Finance Division, Payroll Section, will:
    - (1) ensure that the amount of the deduction is consistent with the amount sought by the City of Chicago, Department of Finance. This can be accomplished in either of two ways:
      - (a) attach the City of Chicago, Department of Finance, printouts provided by the member, or



- (b) attach a copy of the Notice of Indebtedness, listing municipal citation number(s) and/or bill account number(s) and amount(s) owed.

**NOTE:** Members may only deduct the debt amount identified by the Employee Indebtedness Program system.

- (2) complete an City of Chicago Employee Indebtedness Program Voluntary Wage Deduction Agreement and have the member sign the document.
  - (3) immediately forward the original City of Chicago Employee Indebtedness Program Voluntary Wage Deduction Agreement with all supplemental documents to the City of Chicago, Department of Finance, Indebtedness Unit.
  - (4) forward a photocopy to the Human Resources Division.
- c. The City of Chicago will begin deducting monies from the member's payroll check after receipt of the Indebtedness Payment Agreement and continue the deduction until the debt amount has been met.
- 4. **Payment Plan to City Department:** establish a payment plan with the appropriate City department.
  - 5. **Payment Plan with City Law Firm:** establish a payment agreement with the appropriate collection law firm that represents the City.
  - 6. **Bankruptcy:** provide a petition filed in Bankruptcy Court which lists all City debts as dischargeable debts.

**NOTE:** Municipal citation debt is not dischargeable under a Chapter 7 bankruptcy.

- G. Members who set up a voluntary payroll deduction agreement will not forestall any other enforcement action that the City would take against any other citizen.

**EXAMPLE:** For example, participation in a voluntary payroll deduction agreement does not mean that a vehicle will not be treated as boot eligible.

- H. **Department members who fail to come into compliance in the prescribed time frames, including failure to complete a payment plan, will be subject to additional disciplinary action, including discharge.** It is the member's responsibility to verify the totality of his or her debt(s) with the respective debt collection department(s).

- I. The following criteria will be used when reviewing a member's documentation to determine compliance or non-liability:

- 1. A receipt or computer inquiry printout from the appropriate collection department(s), indicating the citation number(s) or account number(s) in question, and the requested amount paid in full.
- 2. Canceled check(s) from the member's personal account payable to the appropriate collection department(s). Appropriate citation numbers and/or account numbers must be indicated on the check.
- 3. A copy of the City of Chicago Employee Indebtedness Program Voluntary Wage Deduction Agreement provided by the member for the full amount due, payable within 12 pay periods. The agreement must be signed by the Chicago Police Department, Finance Division Indebtedness liaison.
- 4. A copy of the payment contract from the appropriate City department.



5. A copy of the payment agreement with the appropriate collection law firm that represents the City of Chicago.

**NOTE:** The member must be current with his payments on a monthly basis to the appropriate collection law firm that represents the City to be considered in compliance. The City of Chicago, Department of Finance, will verify this information.

6. A computer inquiry printout from the City of Chicago, Department of Finance, indicating citation numbers and the license plate and/or driver's license number to which the citations were issued, if a member is contending that the municipal citations in question were issued to an individual other than himself.

**NOTE:** This printout should be submitted to the Human Resources Division, Administration Section, along with a copy of the member's driver's license showing a different driver's license number from that listed on the printout.

7. A copy of the court filing contesting the debt.

- J. The following documentation will not be acceptable in determining a member's compliance or non-liability:

1. Copies of uncanceled checks or money orders.
2. A To-From-Subject report submitted without accompanying documentation demonstrating compliance.
3. Documentation by a member stating that another driver was responsible for a citation. The registered owner of the vehicle, based upon the state license plate, is liable for the debt.

#### IV. PROCEDURES AND RESPONSIBILITIES

- A. Department members will:

1. sign and date two Notices of Indebtedness upon presentation by a supervisory member, keeping one copy for the member's records and immediately returning one to the presenting supervisor.
2. follow the procedures outlined in the Department directive entitled "**Summary Punishment**" when responding to the Summary Punishment Action Request (SPAR).
3. resolve their overdue debt to the City, in the manner specified in Item III-F of this directive.
4. be subjected to additional disciplinary action if they fail to resolve their overdue debt to the City within the time limit as specified in Item III-E.
5. obtain a receipt from the appropriate debt collection department when an overdue debt has been resolved.

**NOTE:** Members are responsible for ensuring that any receipts obtained from the City of Chicago, Department of Finance, accurately reflect payment for the citation number(s) listed on the Notice of Indebtedness. Any inconsistency, even if the correct amount was paid, will be deemed to be non-compliance if the receipt does not show payment for a specific citation(s) listed on the Notice. Similarly, receipts received from the Department of Water Management must accurately reflect the account number referenced on the Notice of Indebtedness. Members are advised to save their original receipts and other documentation for future reference.

6. **present photocopies of receipts, the Indebtedness Payment Agreement, the Notice of Indebtedness, and other documentation, within the time frame prescribed in Item III-E,**

to the *supervisor initiating the associated summary punishment, if available, or an alternate supervisor designated by the unit commanding officer.*

B. Supervisory members will:

1. be assigned to present each affected member with both copies of the Notice of Indebtedness.
2. secure the affected member's signature on both copies of the Notice of Indebtedness to acknowledge member's receipt of the document.

**NOTE:** If a member refuses to sign the Notice of Indebtedness, that fact will be entered as "Refused to Sign" on the appropriate signature line. A supervisory member will sign and date it on that same line. Members who are on furlough or medical absence will be served with the Notice of Indebtedness upon their return. If for other reasons, a member cannot be served with the Notice, that fact will be noted on the signature line and a supervisory member will sign and date the letter on that same line.

3. secure the affected member's signature on the Unit Signature Roster and forward the roster to the unit commanding officer. If a member refuses to sign the roster, the procedures listed in Item IV-B-2 will be followed.
4. sign and date the Notice of Indebtedness after it is presented to the affected member.
5. immediately return one signed Notice of Indebtedness to the Human Resources Division, Administration Section, Unit 123.
6. initiate Summary Punishment and present a Summary Punishment Action Request (SPAR) to the affected member following the procedures outlined in Department directive entitled "**Summary Punishment**" and **order the member to come into compliance within the time periods outlined in Item III-E.**
  - a. Investigating members will follow the SPAR Offense Table Guidelines and SPAR Matrix, located on the Bureau of Internal Affairs intranet website, when assessing the appropriate penalties for indebtedness being processed under the provisions of Summary Punishment.
  - b. The summary punishment will be processed to completion following the procedures outlined in Department directive entitled "Summary Punishment." The SPAR **will not be deleted** when a member resolves the overdue debt and comes into compliance.
7. **scan the photocopies of receipts, the Indebtedness Payment Agreement, the Notice of Indebtedness, or other documentation received from the subject Department member, and email them to [debt@chicagopolice.org](mailto:debt@chicagopolice.org), which is administered by the Human Resources Division, Administration Section, Unit 123, and copy the subject member within five (5) days of receipt.**

**NOTE:** If the supervisor will be unavailable to email the above referenced documents, then the supervisor will request that the unit commanding officer designate another supervisor to complete the necessary tasks associated with the subject member's indebtedness status.

8. if the member has not come into compliance after the time frame prescribed in Item IV-B-6, obtain a Log Number for a violation of Rule 6 - Disobedience of an order or directive, whether written or oral.

**NOTE:** The supervisor who initiated the summary punishment and ordered the member to come into compliance will be the complainant for the initiation of the Log Number or, in his absence, an alternate supervisor designated by the unit commanding officer.

- C. Unit commanding officers will ensure that:
1. members follow the procedures outlined in Item IV-A.
  2. supervisory members follow the procedures outlined in Item IV-B.
  3. if a member is detailed to another unit, that the Notice of Indebtedness is forwarded to the unit of detail, noting the date the letter was forwarded on both copies. Upon receipt of the letter, the commanding officer of the unit of detail will note the date received on both copies of the Notice of Indebtedness.
  4. the completed Unit Signature Roster and signed Notices of Indebtedness for each affected member are forwarded to the Human Resources Division, Administration Section, Unit 123
  5. an alternate supervisor is designated to perform the duties prescribed in IV-B-7 and 8, in the absence of any supervisor who initially presented the subject member with the Notice of Indebtedness.
- D. The Chicago Police Department, Finance Division, will:
1. receive and process the data file listing of indebted members from the City of Chicago, Department of Finance, and forward the processed documents to the Human Resources Division.
  2. serve as a liaison with the City of Chicago, Department of Finance, and advise unit timekeepers concerning the payroll deduction option.
- E. The Human Resources Division will:
1. receive a printed listing, identified by control date, of Department members owing overdue debt to the City of Chicago and three copies of the Notice of Indebtedness for each affected member.
  2. receive a Unit Signature Roster, by control date, identifying every member owing overdue debt to the City of Chicago by unit of assignment.
  3. distribute two copies of a member's Notice of Indebtedness letter to each affected unit along with the Unit Signature Roster.
  4. retain Notice of Indebtedness for the current and two previous control dates.
    - a. the original signed / refused Notice of Indebtedness which has been forwarded to the Human Resources Division from the individual units.
    - b. a copy of the receipts or other proof of compliance forwarded to the Human Resources Division by indebted members.
  5. track indebtedness of Department members by reviewing documentation submitted by members in accordance with the provisions outlined in this directive to determine compliance. If documentation establishes compliance, this fact will be entered in the indebtedness tracking system.
  6. identify Department members who have not demonstrated compliance.
  7. forward a report of members who are not in compliance to the City of Chicago, Department of Finance, Indebtedness Unit, for each control date.
  8. serve as a liaison with the City of Chicago, Department of Finance.
- F. The General Counsel to the Superintendent and the Office of Legal Affairs will be available to provide legal counsel concerning disciplinary investigations alleging indebtedness to the City.

(Items indicated by *italics/double underline* have been added or revised)

Authenticated by: PS

Garry F. McCarthy  
Superintendent of Police

13-126 MWK/PMD

**PHONE BOOK ENTRIES:**

1. **Department of Finance**  
City Hall - 121 N. LaSalle St, Room 107A  
[www.cityofchicago.org/finance](http://www.cityofchicago.org/finance)
2. **Department of Finance, Indebtedness Unit**  
312-744-8447
3. **Department of Water Management**  
333 South State Street Room 330  
312-744-4426

**Personnel Suite / Office Automation Watch Screen.**

[Cancel](#)

**Employee Details**

Star No. 14287	Employee No. [REDACTED]	Sex M Race WHI
Name PARUS, MARK J	Duty Status FULL DUTY	
PC No. [REDACTED]	Position Code 9161	Position Description POLICE OFFICER
Career Service Date	Appointment Date 27-FEB-1991	Seniority Date 27-FEB-1991
		Date of Birth [REDACTED]
Address [REDACTED]	Home Phone No. [REDACTED]	District of Residence 022
		Continue Service Date [REDACTED]
Assigned Unit 009 - DISTRICT 009 Unit of Detail - Detailed Date		
Modified Date 02-JAN-2015		

**View Watch Details**

Unit Telephone No 312 747-8227			
Furlough Year 2015	Segment 1 08B	Segment 211B	Full
Court Key C	Current Watch 2	Section Team Day Off Group 63	Beat 932
Lunch 1230	Start Time 1 0700	End Time 1 1600	Start Time 2 End Time 2
Assignment Type FIELD			
Comments			
Type of Vehicle 1 MAN MARKED CAR WITH CAGE	Vehicle No. N/A	Nature of Assignment BEAT RELIEF OFFICER	
Location [REDACTED]			
Perf. Evaluation Year 2002	1st Review 94	2nd Review	Current Academy Class

**Equipment Information**

Locker Number	Gas Mask 12864/C50	Riot Equipment
88		
row(s) 1 - 1 of 1		

**Bid/Management Data**

District 009 Watch 2 Bid/Mgmt B Seniority No 016

TO: Commanding Officer  
Investigations Division  
General Investigations Section

FROM: Sergeant Dwayne JOHNSON, 1505  
Investigations Division  
General Investigations Section

SUBJECT: Progression of Investigation- Statement taken from Police Officer  
Mark PARUS on 27 March 2015

On 27 March 2015 at 1400hrs, the accused Police Officer Mark PARUS #14287 reported to the Bureau of Internal Affairs to give a formal statement. The accused did not obtain legal representation and was presented with his Administrative Proceeding Rights, Rights to Secure Counsel, and Rights to Secure/Waiver Counsel forms. After reading forms, waiving his rights to secure counsel, and signing said forms, the accused gave a formal statement regarding the allegations of this complaint. At the conclusion, he was provided with copy of all documents including a copy of the statement that he had just given.

Afterwards, the undersigned discovered that the date of the statement was mistakenly entered as "26 March 2015" when in fact the statement was taken on 27 March 2015. The original statement, which had been incorrectly dated "26 March 2015", will remain in this file as signed by the accused on 27 March 2015.

Sgt. Dwayne JOHNSON, 1505  
Investigations Section  
General Investigations Section



TO: Commanding Officer  
Investigations Division  
General Investigations Section

FROM: Sergeant Dwayne JOHNSON, 1505  
Investigations Division  
General Investigations Section

SUBJECT: Progression of Investigation- Witness report received from  
Sergeant Juan ORTIZ

On 1 June 2015, the undersigned received a witness report from Sergeant Juan ORTIZ #2505, addressing specific questions about this investigation. Sergeant ORTIZ stated in his report that sometime during the month of October 2014, he was presented with documents from the accused Police Officer Mark PARUS #14287 showing that PARUS was in compliance with his indebtedness to the City of Chicago. Sergeant ORTIZ also stated in his report that although he was given a computer printout showing "zero balance" for PARUS's indebtedness within the allowed 30 day time-frame, ORTIZ failed to scan the documents in the CLEAR System within a timely manner.

Due to sergeant Juan ORTIZ's failure to perform his supervisory duties he was named as an accused in this case and additional allegations were added to this investigation.

Sgt. Dwayne JOHNSON, 1505  
Investigations Section  
General Investigations Section

**BUREAU OF INTERNAL AFFAIRS**  
**North Investigations Section**

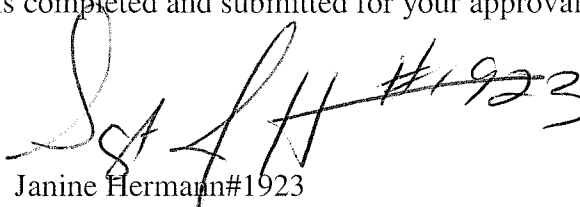
**16 July 2015**  
**Log # 1073147**

To: Juan J. Rivera  
Chief  
Bureau of Internal Affairs

From: Janine Hermann #1923  
Sergeant  
Bureau of Internal Affairs

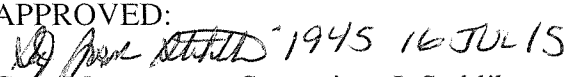
Subject: Completion of Log # 1073147

The following investigation is completed and submitted for your approval.

A handwritten signature in black ink, appearing to read 'Janine Hermann #1923', is written over the printed name and title.

Janine Hermann #1923  
Sergeant  
Bureau of Internal Affairs  
North Investigations Section

APPROVED:

A handwritten signature in black ink, appearing to read 'J. Stehlik', is written over the printed name and title.

Case Management Supervisor-J. Stehlik  
Sergeant  
Bureau of Internal Affairs- Investigations

# SUMMARY REPORT DIGEST

## CHICAGO POLICE DEPARTMENT

LOG NO  
1073147TYPE  
CRDATE OF REPORT  
16-JUL-2015

INSTRUCTIONS: To be used in all cases that are to be classified as either EXONERATED, UNFOUNDED, NOT SUSTAINED, NO AFFIDAVIT, or in SUSTAINED cases where the Disciplinary Recommendation does not exceed Five (5) DAYS SUSPENSION.

**TO:** DEPUTY SUPERINTENDENT, BUREAU OF PROFESSIONAL STANDARDS  
**ATTENTION:** CHIEF, INTERNAL AFFAIRS DIVISION

FROM - INVESTIGATOR'S NAME	RANK	STAR NO	EMPLOYEE NO	UNIT ASSIGNED	UNIT DETAILED
HERMANN, JANINE	9171	1923		121	

REFERENCE NOS.(LIST ALL RELATED C.L., C.B., I.R., INVENTORY NOS., ETC., PERTINENT OF THIS INVESTIGATION)

INCIDENT ADDRESS	DATE / TIME	BEAT
	10-SEP-2014 00:09	913

### ACCUSED

NAME	RANK	STAR NO	EMP NO	UNIT ASSIGNED	UNIT DETAILED	SEX/RACE	DOB	APPOINTED DATE	ON DUTY ?	SWORN ?
PARUS, MARK J	9161	14287		009		M / WHI		27-FEB-1991	YES	YES

### REPORTING PARTY

NAME	ADDRESS*	CITY STATE	TELEPHONE	SEX / RACE	DOB / AGE
KRAFT, STACY	RANK: 9171,STAR NO: 1344, EMP NO:			F / WHI	/ 50
JOHNSON, DWAYNE	RANK: 9171,STAR NO: 1505, EMP NO:			M / BLK	/ 50

### VICTIMS

NAME	ADDRESS*	CITY STATE	TELEPHONE	SEX / RACE	DOB / AGE
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### WITNESSES

NAME	ADDRESS*	CITY STATE	TELEPHONE	SEX / RACE	DOB / AGE
ORTIZ, JUAN	RANK: 9171,STAR NO: 2505,EMP NO:			M / S	/ 49

\* IF CPD MEMBER, LIST RANK, STAR, EMPLOYEE NOS. IN ADDRESS, PAX/BELL IN TELEPHONE BOX.

### ALLEGATIONS

NOTE: Complaint Log Type Classified as CR: Sworn Affidavit NOT Required

It is alleged by Sergeant Dwayne Johnson that the accused Police Officer Mark PARUS #14287 received a written order-Notice of Indebtedness form, referencing E01-07, on 10 September 2014 and failed to come into compliance within 30 days of being notified of his indebtedness to the City of Chicago.

## SUMMARY

Sgt Johnson was assigned to investigate Log # 1073147 on 06 Jan 2015. A formal statement was conducted with the Accused on 26 March 2015. The Accused related that he did in fact come into compliance with the indebtedness as required in E01-07. Sgt Johnson was able to determine that the tickets were paid by 05 October 2014. This was within the 30 days of being notified of the indebtedness. The witness, Sgt. Ortiz confirmed the Accused statement in a To-From Report. (Attachments 9, 14)

The R/Sgt was reassigned to this investigation on 15 July 15. A computer print out from Cityofchicago.org was obtained showing a zero balance regarding the tickets in question. A unit signature roster has also been included in this file. (Attachments 16,17)

This investigation has revealed that the Accused was in compliance with E01-07. Sgt. Johnson contacted the City of Chicago parking ticket helpline and was informed by operator #5040 that ticket 9185308829 was paid on 26 Sep 14 and ticket [REDACTED] and [REDACTED] were paid on 05 Oct 14. ( 11)

Based on the facts of this investigation, it has been determined that the Accused did not violate E01-07 in that he was in compliance within the 30 day timeline. Therefore, the R/Sgt requests that the Allegation in this case be [REDACTED] (Attachment 18)

## ATTACHMENTS

INVESTIGATIVE REPORTS - SUPPORTING ALLEGATIONS LIST ATTACHMENTS NUMBER	INVESTIGATIVE REPORTS - SUPPORTING ACCUSED MEMBERS(S) LIST ATTACHMENTS NUMBER:	PHYSICAL EVIDENCE LIST ATTACHMENTS NUMBERS:	TOTAL NUMBER OF ATTACHMENTS SUBMITTED WITH THIS FILE:
			18

## FINDINGS - RECOMMENDATIONS

ACCUSED: P.O. Mark Parus, star # 14287, Employee # 8599, 009<sup>th</sup> District

FINDINGS: UNFOUNDED

RECOMMENDATIONS: NO DISCIPLINARY ACTION; Case to be Closed

DATE INITIATED  
(Date incident was received for investigation)

06-JAN-2015

DATE COMPLETED (Date of this report)

16-JUL-2015

ELAPSED TIME  
(Total time expressed in days)

191

Investigator will initiate the Command Channel Review form by completing the Investigator's Section.

INVESTIGATOR'S SIGNATURE

*[Signature]* #1923

IF NECESSARY, USE AN 8 1/2 x 11" SHEET OF WHITE PAPER TO CONTINUE ANY ITEM.

FACE SHEET	N/A			
2	CONFLICT CERTIFICATION	N/A		10-FEB-2015 17:26
3	SWORN AFFIDAVIT FROM COMPLAINANT	N/A	1 Sworn Affidavit - Not Required	07-APR-2015 12:33
4	INITIATION REPORT	N/A	1 Initiation report from Sgt KRAFT #1344	07-APR-2015 13:10
5	INDEBTEDNESS NOTIFICATION FORM	N/A	1 Notice of Indebtedness for Parking Tickets	07-APR-2015 12:48
6	ACCUSED NOTIFICATION OF ALLEGATIONS FOR PARUS, MARK	ACCUSED - PARUS, MARK		27-MAR-2015 14:14
7	REPORT (OTHER)	N/A	1 Court notification for PARUS to appear on 27MAR15	07-APR-2015 13:19
8	TO/FROM REPORT	N/A	1 TF for PARUS appointment on 27MAR15	07-APR-2015 13:03
9	STATEMENT OF POLICE OFFICER	N/A	5 Statement taken 27MAR15 at BIA	07-APR-2015 12:55
10	TO/FROM REPORT	N/A	1 TF for Statement taken from Police Officer Mark PARUS on 27 March 2015	07-APR-2015 12:59
11	TO/FROM REPORT	N/A	1 TF for verification of paid parking tickets	07-APR-2015 13:06
12	WITNESS NOTIFICATION FOR ORTIZ, JUAN	WITNESS - ORTIZ, JUAN		17-APR-2015 09:50
13	TO/FROM REPORT	N/A	1 TF for Witness Report requested to Sergeant Juan ORTIZ	19-MAY-2015 12:03
14	WITNESS REPORT	N/A	1 Witness Report from Sgt ORTIZ	04-JUN-2015 10:30
15	CONFLICT CERTIFICATION	N/A		15-JUL-2015 10:32
16	ADDITIONAL INFORMATION	N/A	1 signature roster	15-JUL-2015 14:13
17	ADDITIONAL INFORMATION	N/A	1 paid tickets	15-JUL-2015 14:14
18	DEPARTMENT DIRECTIVE OR GENERAL ORDER	N/A	8 E01-07	15-JUL-2015 14:14